



**RANCHO SANTA FE FIRE PROTECTION DISTRICT  
BOARD OF DIRECTORS MEETING  
AGENDA**

Rancho Santa Fe FPD  
Board Room – 18027 Calle Ambiente  
Rancho Santa Fe, California 92067

September 21, 2022  
1:00 pm PT  
Regular Meeting

**THIS BOARD OF DIRECTORS MEETING WILL BE CONDUCTED VIA TELECONFERENCE**

Pursuant to Governor Newsom’s [Executive Orders N-25-30](#), issued on March 12, 2020 and [N-33-20](#) issued on March 19, 2020: members of the Rancho Santa Fe Fire Protection District Board of Directors and staff may participate in this meeting via teleconference. In the interest of reducing the spread of COVID 19, members of the public are encouraged, but not required, to submit comments via email. Those attending the meeting in person will be required to maintain appropriate social distancing.

Public Comment: to submit a comment in writing, please email [caccavo@rsf-fire.org](mailto:caccavo@rsf-fire.org) and write “Public Comment” in the subject line. In the body of the email include the item number and/or title of the item as well as your comments. If you would like the comment to be read out loud at the meeting (not to exceed five minutes), please write “Read Out Loud at Meeting” at the top of the email. All comments received by 11:00 am will be emailed to the Board of Directors and included as “Supplemental Information” on the District’s website prior to the meeting. Any comments received after 11:00 am will be added to the record and shared with the members of the Board at the meeting.

Americans with Disabilities Act: If you need special assistance to participate in this meeting, please contact the Board Clerk 858-756-5971 ext. 6005. Notification 48 hours prior to the meeting will enable the District to make reasonable arrangements to assure accessibility to the meeting.

Rules for Addressing Board of Directors: Members of the audience who wish to address the Board of Directors are requested to complete a form near the entrance of the meeting room and submit it to the Board Clerk. Any person may address the Board on any item of Board business or Board concern. The Board cannot take action on any matter presented during Public Comment, but can refer it to staff for review and possible discussion at a future meeting. As permitted by State Law, the Board may take action on matters of an urgent nature or which require immediate attention. The maximum time allotted for each presentation is FIVE (5) MINUTES.

Agendas: Agenda packets are available for public inspection 72 hours prior to scheduled meetings at the Administrative Manager’s office located at 18027 Calle Ambiente, Suite 101, Rancho Santa Fe, CA during normal business hours. Packet documents are also posted online at [www.rsfire.org](http://www.rsfire.org)

# Rancho Santa Fe Fire Protection District Board of Directors

## Regular Meeting



September 21, 2022

Call to Order

Pledge of Allegiance

Roll Call

1. Special Presentation
  - a. Administrative Staff Recognition
  - b. Coastal Conservancy Grant [Staff Report 22-14](#)
  - c. Rancho Santa Fe Fire District Foundation presentation
    - i. Check presentation for funds accepted at the August 25, 2022 board meeting (Staff Report 22-11)
2. Motion waiving reading in full of all Resolutions/Ordinances

All items listed on the Consent Calendar are considered routine and will be enacted by one motion without discussion unless Board Members, Staff or the public requests removal of an item for separate discussion and action. The Board of Directors has the option of considering items removed from the Consent Calendar immediately or under Unfinished Business.

3. Consent Calendar
  - a. Board of Directors Minutes
    - Board of Directors minutes of August 2022ACTION REQUESTED: **Approve**
  - b. Receive and File
    - Monthly/Quarterly Reports
      - (1) List of Demands Check 35362 thru 35516, Electronic File Transfers (EFT), and Wire Transfer(s) for the period August 2022 totaling: \$ 313,200.29
      - Wire Transfer(s) period August 2022 \$ 250,334.27
      - Payroll for the period August 2022 \$ 735,698.34
      - TOTAL DISTRIBUTION \$1,299,232.90
      - (2) Grant Update
      - (3) Activity Reports – August 2022
        - (a) Operations
        - (b) Training
        - (c) Fire Prevention
        - (d) Correspondence - letters/cards were received from the following members of the public:
          - (i) NoneACTION REQUESTED: **Information**

4. Public Comment

# Rancho Santa Fe Fire Protection District Board of Directors

## Regular Meeting



September 21, 2022

5. Old Business
  - a. None
  
6. Resolution/Ordinance
  - a. Ordinance No. 2023-01  
To introduce the amended Fire Code Ordinance No. 2023-01 – *entitled* an Ordinance of the Rancho Santa Fe Fire Protection District Which Adopts the 2022 California Fire Code and the 2021 International Fire Code with Certain Amendments, Additions and Deletions [Staff Report 22-15](#)  
ACTION REQUESTED: **Schedule public hearing and final adoption, or a second reading**
  - b. Resolution No. 2022-23  
To discuss and/or adopt a Resolution *entitled* a Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Acknowledging Receipt of a report made by the Fire Chief Regarding Required Inspection of Certain Occupancies Pursuant Section 13146.2 and 13146.3 of the California Health and Safety Code. [Staff Report 22-16](#)  
ACTION REQUESTED: **Adopt**
  - c. Resolution No. 2022-24  
To discuss and/or adopt a Resolution *entitled* A Resolution of the Board of Directors of the Rancho Santa Fe Fire Protection District Establishing Salaries and Benefits for Management Personnel. [Staff Report 22-17](#)  
ACTION REQUESTED: **Adopt**
  
7. New Business
  - a. Policy Consent  
Board Policy 3035 – Investment of District Funds  
To discuss and/or ratify the District policy updating the investment policy of the District. [Staff Report 22-18](#)  
ACTION REQUESTED: **Ratify board policy**
  
8. Oral Report
  - a. Fire Chief
  - b. Operations
  - c. Training
  - d. Fire Prevention
  - e. Manager of Finance & Administration
  - c. Board of Directors
    - North County Dispatch JPA – Update
    - County Service Area – 17 – Update
    - Comments
  
1. Closed Session
  - a. With respect to every item of business to be discussed in closed session pursuant to Section 54957.6:  
CONFERENCE WITH LABOR NEGOTIATORS  
Agency Negotiators: Jim Ashcraft, Randy Malin, and assigned Staff

# Rancho Santa Fe Fire Protection District Board of Directors Regular Meeting



September 21, 2022

Represented Employees: Rancho Santa Fe Professional Firefighters Association – Local 4349  
Represented Employees: Rancho Santa Fe Miscellaneous Employees  
Unrepresented Employees: Deputy Chief, Battalion Chiefs (4), Manager, Finance & Administration, Fire Marshal  
Under Negotiation: Side Letter/ Addendum Memorandum of Understanding and/or Compensation Resolution

## 2. Adjournment

The next regular meeting Board of Directors meeting to be October 19, 2022 in the Board Room located at 18027 Calle Ambiente, Rancho Santa Fe, California. The business meeting will commence at 1:00 p.m.

## CERTIFICATION OF POSTING

I certify that on September 16, 2022 a copy of the foregoing agenda was posted on the District's website and near the meeting place of the Board of Directors of Rancho Santa Fe Fire Protection District, said time being at least 72 hours in advance of the meeting of the Board of Directors (Government Code Section 54954.2)

Executed at Rancho Santa Fe, California on September 16, 2022

Alicea Caccavo  
Board Clerk